

28 May 2009

To all Members of the Parish Council

SUMMONS

Dear Sir/Madam,

You are hereby requested to attend the Parish Council Meeting to be held at the Council Offices, Mortomley Lane, High Green at 7.30 pm on Thursday 4 June 2009.

Prior to the commencement of council business Cllr Shaffaq Mohammed, Mr David Hargreaves & Mr Melvyn Riley were invited to speak to the council on the lack of previous financial investment in the parks within the parish and to report on any developments planned for the future.

AGENDA

1. To receive apologies for absence from members and to consider the reasons for absence.
2. a) To receive any amended declarations of interest from members
b) To receive any declarations of personal and/or prejudicial interest from members of the council on items to be discussed at this meeting
3. To identify any items for discussion which may require the exclusion of the press and public.
4. To approve the Minutes of the Parish Council meeting held 14 May 2009 (Pgs: 1-6 & Appendix A).
5. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 14 May 2009 (Pgs 9-10 & Appends A).
6. To approve the Minutes of the Environmental Planning & Employment Committee meeting held 19 May 2009 (Pgs: 13-14 & Appends A)
7. To approve the Minutes of the Finance & Premises Committee meeting held 21 May 2009 (Pgs: 16-20 & Appendix A) and to approve the recommendations contained therein
8. Meeting of Trustees of Grenoside Exhibition Account – to approve the grant of £288.12 to Grenoside School.
9. To approve a verbal report from the Environmental Planning & Employment Committee meeting held 4 June 2009.
10. **NORTHERN COMMUNITY ASSEMBLY**
 - a) To receive a report from the previous meeting

AGENDA COUNCIL MEETING 4 JUNE 2009

b) To identify items for referral

10. **CORRESPONDENCE** – Items requiring a decision or response
11. **ACCOUNTS** – To approve the accounts presented for payment
12. **ANNUAL AUDIT**
13. **PUTTING SHEFFIELD PEOPLE IN THE DRIVING SEAT – A COMMUNITY INVOLVEMENT STRATEGY - SCC**
14. **UPDATE ON HIGH GREEN INITIATIVES**
15. **HIGH GREEN COMMUNITY WORKER**
16. **LOCAL EVENTS**

Yours faithfully,

Philip Allass

Philip Allass
Clerk to the Council

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD 14th MAY 2009

Present: Chairman: Cllr Mrs D Fearnley
Councillors: Dr J C Bowden, Ms V M Bowden, Mr G Oxley, Mrs K Granger,
Mrs J Wright, Mr N E Garratt, Mr J Jones, Mr A Hooper,
Mr C D Taylor, Mr H House, Mr G Weatherall

Before the meeting of the Council, Cllr Mrs Fearnley read a short tribute to members and staff who had helped her during her past year of office. She mentioned that she had been very busy and the work load was very high and she had enjoyed it thoroughly, particularly with the help of the Vice Chairman Cllr Mr House.

Cllr Oxley asked members to give a vote of thanks to Cllr Mrs Fearnley for the admirable way in which she had carried out her duties as Chairman for the past year. These sentiments were echoed by the meeting.

Cllr House stood when he was appointed as Chairman and thanked everyone for the confidence in appointing him as Chairman and said he would do his best to attempt to emulate the hard work and abilities of the previous Chairman.

<u>MINUTE</u>	<u>ACTION</u>
<u>MINUTE NO.1.</u> <u>TO APPOINT THE CHAIRMAN OF THE PARISH COUNCIL</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr N Garratt) That Cllr Mr H House be appointed Chairman of the Parish Council for the forthcoming year.	
<u>MINUTE NO.2.</u> <u>TO RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE</u> <u>OF THE CHAIRMAN</u> Cllr Mr H House executed the Declaration of Acceptance of Office as Chairman of the Parish Council.	
<u>MINUTE NO.3.</u> <u>TO APPOINT A VICE CHAIRMAN OF THE PARISH COUNCIL</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mr H House Seconded by Cllr Mr J Jones) That Cllr Mr C Taylor be appointed Vice Chairman of the Parish Council for the forthcoming year.	
<u>MINUTE NO.4.</u> <u>TO RECEIVE ANY APOLOGIES FOR ABSENCE AND TO</u> <u>CONSIDER THE REASON FOR ABSENCE</u> Apologies for absence were received from Cllrs Mr D E Pepper, Mr B Curran and Mr S Bower, and the reasons for absence were approved by the council.	

<p><u>MINUTE NO.5.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>																												
<p><u>MINUTE NO.6.</u> <u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COUNCIL ON ITEMS TO BE DISCUSSED AT THE MEETING</u> There were none received.</p>																												
<p><u>MINUTE NO.7.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC</u> There were none identified.</p>																												
<p><u>MINUTE NO.8.</u> <u>TO DECIDE WHICH STANDING COMMITTEES OF THE COUNCIL SHALL BE FORMED</u> RESOLVED UNANIMOUSLY (Proposed by Cllr Mr H House Seconded by Cllr Mr C Taylor)</p> <p>That the following standing committees and sub committees of the Council be formed for the following year:-</p> <p>A) Environmental Planning & Employment Committee B) Finance & Premises Committee C) Staffing Sub Committee</p> <p>The normal meeting arrangements shall apply namely the planning committee meets twice a month, finance and premises committee meets once a month and the staffing sub committee meets as and when required by the chairman of the committee.</p>																												
<p><u>MINUTE NO.9.</u> <u>TO APPOINT MEMBERS OF THE COMMITTEES</u> The members of the committees were agreed as follows:-</p> <p><u>Environmental Planning Committee</u></p> <table data-bbox="170 1528 974 1665"> <tr> <td></td> <td>Cllr Dr J C Bowden</td> <td>Mr J Jones</td> </tr> <tr> <td>Councillors</td> <td>Mr B Curran</td> <td>Mrs J H Wright</td> </tr> <tr> <td></td> <td>Mrs D Fearnley</td> <td>Mr H House (ex officio)</td> </tr> <tr> <td></td> <td>Mrs K Granger</td> <td>Mr C Taylor (ex officio)</td> </tr> </table> <p><u>Finance/Premises Committee</u></p> <table data-bbox="170 1734 974 1902"> <tr> <td></td> <td>Mr N Garratt</td> <td>Mr D E Pepper</td> </tr> <tr> <td>Councillors</td> <td>Ms V M Bowden</td> <td>Mr H House (ex officio)</td> </tr> <tr> <td></td> <td>Mrs D Fearnley</td> <td>Mr C Taylor (ex officio)</td> </tr> <tr> <td></td> <td>Mr A Hooper</td> <td>Mr S Bower</td> </tr> <tr> <td></td> <td>Mr G Weatherall</td> <td></td> </tr> </table>		Cllr Dr J C Bowden	Mr J Jones	Councillors	Mr B Curran	Mrs J H Wright		Mrs D Fearnley	Mr H House (ex officio)		Mrs K Granger	Mr C Taylor (ex officio)		Mr N Garratt	Mr D E Pepper	Councillors	Ms V M Bowden	Mr H House (ex officio)		Mrs D Fearnley	Mr C Taylor (ex officio)		Mr A Hooper	Mr S Bower		Mr G Weatherall		<p>Amended lists to be put on website and notified to all members.</p>
	Cllr Dr J C Bowden	Mr J Jones																										
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<p><u>Staffing Sub Committee</u></p> <p>Councillors Dr J C Bowden Mr S Bower Mrs D Fearnley Mr H House (ex officio) Mr D E Pepper Mr C Taylor (ex officio) Mr G Weatherall Mr N Garratt</p>	
<p><u>MINUTE NO.10.</u> <u>TO APPROVE DELEGATED POWERS TO COMMITTEES</u></p> <p>It was agreed that the normal delegation of powers be given to the planning committee to deal as a matter of urgency with planning proposals submitted.</p>	
<p><u>MINUTE NO.11.</u> <u>TO CONSIDER THE CONTINUATION OF THE SUBSTITUTE MEMBER SCHEME FOR COMMITTEES</u> <u>RESOLVED UNANIMOUSLY</u></p> <p>(Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr N Garratt)</p> <p>That the continuation of the substitute members scheme for committees be continued.</p>	
<p><u>MINUTE NO.12.</u> <u>TO DECIDE ON ANY CHANGES OF SIGNATORIES REQUIRED IN RESPECT OF THE COUNCIL'S BANK ACCOUNTS</u> <u>RESOLVED UNANIMOUSLY</u></p> <p>(Proposed by Cllr Mr H House Seconded by Cllr Mr C Taylor)</p> <p>That the sole signatories for the council's general account cheques be the Chairman and Vice Chairman of the council Cllr House and Cllr Taylor, the chairmen of the committees when these are appointed and Cllr Mrs Fearnley.</p>	<p>The Council's bankers have been requested to send necessary documents.</p>
<p><u>MINUTE NO.13.</u> <u>TO APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD 2nd APRIL 2009</u> <u>RESOLVED UNANIMOUSLY</u></p> <p>(Proposed by Cllr Mr N Garratt Seconded by Cllr Mrs D Fearnley)</p> <p>That the minutes be approved as a correct record.</p>	<p>Minutes to be put on website.</p>
<p><u>MINUTE NO.14.</u> <u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 2nd APRIL 2009</u> <u>RESOLVED UNANIMOUSLY</u></p> <p>(Proposed by Cllr Dr J C Bowden Seconded by Cllr Mrs D Fearnley)</p> <p>That the minutes be approved as a correct record.</p>	

<p><u>MINUTE NO.15.</u> <u>TO APPROVE THE MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD 21st APRIL 2009</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Dr J C Bowden Seconded by Cllr Mr G Weatherall) That the minutes be approved as a correct record.</p>	
<p><u>MINUTE NO.16.</u> <u>TO APPROVE THE MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING HELD 23rd APRIL 2009</u> <u>RESOLVED</u> (Proposed by Cllr Mr N Garratt Seconded by Cllr Mr G Weatherall) That the minutes be approved as a correct record.</p>	Transfer of part of Council's balance made to Scottish Widows.
<p><u>MINUTE NO.17.</u> <u>VERBAL REPORT ON THE ENVIRONMENTAL PLANNING & EMPLOYMENT COMMITTEE MEETING HELD ON THE 14th MAY 2009</u> Cllr Dr Bowden reported on this item and it was agreed that a letter be sent to the City Council regarding the retrospective approval request in respect of 09/01011/FUL at 9A Jeffcock Road, High Green. Cllr Hooper gave the legal position regarding the ability of the public and members of the Parish Council to speak at site visits and it was noted that the place to make representations was at the actual meeting of the planning board in Sheffield on the date that the proposal was to be discussed. This did not prevent members of the public or Parish Councillors from attending a site meeting but it did prevent them from speaking at that meeting.</p>	Clerk to send letter to Head of Planning, SCC with concerns of Councillors.
<p><u>MINUTE NO.18.</u> <u>TO RECEIVE A REPORT FROM THE ANNUAL PARISH MEETING HELD 14th MAY 2009 AND TO CONSIDER ANY RESOLUTIONS PASSED AT THAT MEETING</u> The report was received by members.</p>	
<p><u>MINUTE NO.19.</u> <u>GRENOSIDE CHARITIES</u> The Clerk's report was received.</p>	
<p><u>MINUTE NO.20.</u> <u>TO AGREE THE AMOUNT AND PAYMENT OF THE CHAIRMAN'S ALLOWANCE FOR THE ENSUING YEAR</u> Cllr Mr H House declared an interest in this item and did not speak or vote thereon</p>	

<p><u>RESOLVED</u> (Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr G Oxley) That the allowance be set at £800 for the ensuing year.</p>	Payment made.																						
<p><u>MINUTE NO.21.</u> <u>TO CONSIDER THE PAYMENT OF COUNCILLORS</u> <u>ATTENDANCE ALLOWANCES</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Ms V M Bowden Seconded by Cllr Mr C Taylor) That there would be no claims for attendance allowances during the ensuing year.</p>																							
<p><u>MINUTE NO.22.</u> <u>COUNCILLORS EXPENSES</u> <u>RESOLVED UNANIMOUSLY</u> (Proposed by Cllr Mr N Garratt Seconded by Cllr Mr G Weatherall) That the amount of £30 be accepted for the forthcoming year.</p>	Expenses claim form is available for Members on Council website.																						
<p><u>MINUTE NO.23.</u> <u>TO APPOINT A PARISH COUNCIL REPRESENTATIVE ON THE</u> <u>FOLLOWING BODIES</u></p> <p>The following representatives were appointed, subject to their approval:</p> <table border="1" data-bbox="168 1073 1107 1457"> <thead> <tr> <th>Body</th> <th>Representative</th> </tr> </thead> <tbody> <tr> <td>SCC Standards Board Cttee</td> <td>Cllr P Butler, Bradfield PC & Cllr S Bower</td> </tr> <tr> <td>Northern Community Assembly</td> <td>Cllr Mr H House (pend further agreement)</td> </tr> <tr> <td>Chapelton Baths CB Ltd</td> <td>Cllr Mr C Taylor</td> </tr> <tr> <td>Anne Resesby Trust</td> <td>Cllr Mr N Garratt</td> </tr> <tr> <td>Turies Charity</td> <td>Cllr Dr J C Bowden</td> </tr> <tr> <td>H. Green Community Safety Group)</td> <td>Cllr Mrs J Wright & Mrs D Fearnley</td> </tr> <tr> <td>High Green Community Forum</td> <td>Cllr Mrs D Fearnley</td> </tr> <tr> <td>Ecclesfield/Grenoside)</td> <td></td> </tr> <tr> <td>Community Safety Group)</td> <td>Cllr Mr H House & 1 seat vacant</td> </tr> <tr> <td>Ecclesfield Charities</td> <td>Mr C M Birkby</td> </tr> </tbody> </table>	Body	Representative	SCC Standards Board Cttee	Cllr P Butler, Bradfield PC & Cllr S Bower	Northern Community Assembly	Cllr Mr H House (pend further agreement)	Chapelton Baths CB Ltd	Cllr Mr C Taylor	Anne Resesby Trust	Cllr Mr N Garratt	Turies Charity	Cllr Dr J C Bowden	H. Green Community Safety Group)	Cllr Mrs J Wright & Mrs D Fearnley	High Green Community Forum	Cllr Mrs D Fearnley	Ecclesfield/Grenoside)		Community Safety Group)	Cllr Mr H House & 1 seat vacant	Ecclesfield Charities	Mr C M Birkby	Letters sent to all bodies.
Body	Representative																						
SCC Standards Board Cttee	Cllr P Butler, Bradfield PC & Cllr S Bower																						
Northern Community Assembly	Cllr Mr H House (pend further agreement)																						
Chapelton Baths CB Ltd	Cllr Mr C Taylor																						
Anne Resesby Trust	Cllr Mr N Garratt																						
Turies Charity	Cllr Dr J C Bowden																						
H. Green Community Safety Group)	Cllr Mrs J Wright & Mrs D Fearnley																						
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Community Safety Group)	Cllr Mr H House & 1 seat vacant																						
Ecclesfield Charities	Mr C M Birkby																						
<p><u>MINUTE NO.23.</u> <u>CORRESPONDENCE (Appendix A)</u> Items requiring a reply or response</p> <p>It was agreed that item 35 – LCAS Seminar be considered at the next meeting of the Finance committee and that power be given to that committee to decide on the approval or otherwise of the request to attend the meeting.</p> <p>Report received from the Northern Assembly office regarding High Green community worker.</p>	<p>Item to be placed on Finance Agenda for 21.5.09</p> <p>Referred to next Finance Committee.</p>																						

MINUTE NO.24.**ACCOUNTS****RESOLVED UNANIMOUSLY****(Proposed by Cllr Mr N Garratt****Seconded by Cllr Mr C Taylor)**

Cllrs H House and Cllr Mrs Fearnley declared an interest in this minute and did not vote thereon”.

That the following accounts be approved for payment:

Payee	Details	Amount	Payment made under
Sheffield City Council - April	Rates for community room	£131.75	L.G. Act 1972 S111
Sheffield City Council - April	Rates for council offices	£511.50	L.G. Act 1972 S111
Howell Alarms	Electrical work at council offices	£95.00	L.G. Act 1972 S111
Grenoside Players	Grant	£500.00	L.G. Act 1972 S137
A. Thomas	Internal Audit	£140.00	L.G. Act 1972 S111
Sheffield City Council – May	Community room & council office	£571.00	L.G. Act 1972 S111
AOL	Internet Service	£20.48	L.G. Act 1972 S111
Valuation Office	Cupola Lane Grant	£143.75	Charities Act 1993 S79
One Stop Managed Waste	Waste disposal	£72.81	L.G. Act 1972 S111
Westwood Training	Grant	£230.00	L.G. Act 1972 S137
D Fearnley	Computer cartridges	£30.00	L.G. Act 1972 S111
Local Government employers	VAT omitted	£59.85	L.G. Act 1972 S111
Roy Smith Garden Services	Grass cutting at Council offices	£94.00	L.G. Act 1972 S111
Door Maintenance 2003 Ltd	Repair of doors and windows	£791.20	L.G. Act 1972 S111
BOS Office Supplies	Ink Cartridges	£57.89	L.G. Act 1972 S111
Ashton Alarms	Annual Contract	£82.21	L.G. Act 1972 S111
Stuart Charlesworth Plumber	Plumbing Repair	£61.87	L.G. Act 1972 S111
YLCA	Course fee for H. House	£105.00	L.G. Act 1972 S111
Golden Days Agewell Group	Grant	£300.00	L.G. Act 1972 S137
Miners Welfare Management	Grant	£150.00	L.G. Act 1972 S137
BOS Office supplies	Stationery items	£102.43	L.G. Act 1972 S111
Absolute Coffee Services	Cream and sugar	£14.88	L.G. Act 1972 S111
British Telecom	Telephone bills	£221.36	L.G. Act 1972 S111
Rural Action Yorkshire	Subscription renewal	£35.00	L.G. Act 1972 S111
Cllr Mr H House	Chairman's allowance	£800.00	L.G. Act 1972 S15

MINUTE NO.25.**LOCAL EVENTS**

Councillors reported on the following events that they had attended.

- § Friday 3 April 2009 – Chapeltown Amateur Operatic Society – Copacabana.
- § Sunday 5 April 2009 – Chairman's Civic Service
- § Thursday 9 April 2009 – Tree planting in Mortomley Park
- § Thursday 16 April 2009 – Burncross in Bloom
- § Thursday 23 April 2009 – Grenoside Players – Ladies Day
- § Friday 24 April 2009 – Chapeltown Silver Prize Band at Newton Hall
- § Friday 8 May 2009 – High Green Community Safety Group
- § Wednesday 13 May 2009 – Northern Community Assembly meeting at Stocksbridge.
- § 13 May Chapeltown Tara
- § High Green Community Safety Group
- § Ecclesfield Scrubbers

Cllr Ms Bowden gave her apologies for the Finance committee meeting on 21st May 2009 and Cllrs Dr & Ms Bowden gave their apologies for the Council meeting on 4th June 2009 and their apologies were accepted.

COUNCIL CORRESPONDENCE – 14 MAY 2009					
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	No.
03-Apr-09	Yorkshire & Humber Assembly	booklet	Essentials Spring 09	14-May-09	1
06-Apr-09	NALC	e-mail	DIS Extra - Issue 706 April 2009	14-May-09	2
06-Apr-09	Information Commissioner's Office	letter	Tick tock - freedom of information	14-May-09	3
07-Apr-09	SCC	e-mail	Rural housing Survey	14-May-09	4
08-Apr-09	Richard Godley	e-mail	Grenoside in Bloom thank you letter	14-May-09	5
08-Apr-09	YLCA	e-mail	Youth Councils and Youth Facilities	14-May-09	6
09-Apr-09	Bands & Blooms	letter	For information	14-May-09	7
15-Apr-09	CPRE	email	Fieldwork magazine by email in future	14-May-09	8
16-Apr-09	YLCA	email	Info re training courses, Apr & May	14-May-09	9
16-Apr-09	Ex councillor	letter	Thanks for recent felicitations	14-May-09	10
17-Apr-09	YLCA	email	ACAS Code of Practice	14-May-09	11
17-Apr-09	YLCA	email	Pay claim 2009/10	14-May-09	12
17-Apr-09	SYPA	email	Employers Forum 16.7.09	14-May-09	13
20-Apr-09	NALC	e-mail	DIS Extra Issue 707 April 2009	14-May-09	14
22-Apr-09	YLCA	email	NALC Annual Conference 4/5 Sep 09	14-May-09	15
24-Apr-09	St Marks Church	booklet	Grenoside News	14-May-09	16
24-Apr-09	SCC	booklet	Sheffield Environment weeks	14-May-09	17
24-Apr-09	Zurich Insurance	e-mail	LCAS Bulletin 23	14-May-09	18
24-Apr-09	YLCA	e-mail	New Councillor Training	14-May-09	19
27-Apr-09	Royal Bank of Scotland	letter	Return of councillors' ID	14-May-09	20
28-Apr-09	SLCC	leaflet	Summer Seminars at the Spa	14-May-09	21
28-Apr-09	South Yorkshire Police	e-mail	PACT meetings	14-May-09	22
28-Apr-09	SCC - Street Force	e-mail	Street name on Sussex Road railings	14-May-09	23
29-Apr-09	Revitalising Ecc Park and Pavilion Group	e-mail	AGM minutes April 09	14-May-09	24
29-Apr-09	YLCA	e-mail	April 09 Rural Matters	14-May-09	25
30-Apr-09	C Birkby	letter	Ecclesfield Charities	14-May-09	26
01-May-09	Barnsley MBC	letter	Barnsley Local Development Framework	14-May-09	27
01-May-09	Cllr	e-mail	East Ecclesfield Election Result	14-May-09	28

COUNCIL CORRESPONDENCE – 14 MAY 2009					
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	No.
05-May-09	NALC	e-mail	DIS Extra issue 708	14-May-09	29
05-May-09	Whitley Hall Cricket Club	e-mail	Invitation to opening of new Pavilion	14-May-09	30
05-May-09	South Yorkshire Fire and Rescue	e-mail	May 2009 Briefing	14-May-09	31
05-May-09	George Clark	e-mail	Ownership of land at Cupola Lane	14-May-09	32
06-May-09	Cllr	e-mail	Sheffield Information Link	14-May-09	33
07-May-09	Irwin Mitchell	letter	Irwin Mitchell LLP	14-May-09	34
07-May-09	Zurich Insurance	e-mail	Annual LCAS Seminars 2009	14-May-09	35
08-May-09	Rural Action Yorkshire	letter	Subscription Renewal	14-May-09	36
08-May-09	Chief Exec Office SCC	letter	Member's Declarations of Interest	14-May-09	37
08-May-09	Kiers	e-mail	Work at Vickers Road	14-May-09	38
13-May-09	Northern Community Assembly	e-mail	Agenda and docs for mtg 13 May 09	14-May-09	39
13-May-09	SCC – Street Force	e-mail	Response re fpath Jeffcock to Mortomley Park	14-May-09	40
13-May-09	YLCA	e-mail	White Rose Update	14-May-09	41
13-May-09	Friends of Chapelton & High Green Parks	e-mail	Volunteers needed for Chapelton Park 16 May	14-May-09	42
14 May 09	Campaign to Protect Rural England	e-mail	Stop the Drop	14 May 09	43

Item highlighted in **turquoise** – needs response from Councillors re numbers for the opening of Pavilion on 7 June 2009

Item highlighted in **yellow** – needs paying after Council

Item highlighted in **pink** – needs approval for Councillors who want to attend courses

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT
COMMITTEE MEETING HELD 14th MAY 2009**

Present: Chairman: Cllr Dr J C Bowden
Councillors: Mr J Jones, Mrs D Fearnley, Mrs K Granger,
 Mr H House, Mrs J H Wright

Apologies were received from Cllr Mr B Curran and the reason for absence was approved by the Committee.

MINUTE	ACTION
<p><u>MINUTE NO.1.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none.</p>	
<p><u>MINUTE NO.2.</u> <u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COMMITTEE ON ITEMS TO BE DISCUSSED AT THIS MEETING.</u> There were none.</p>	
<p><u>MINUTE NO.3.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.4.</u> <u>PLANNING PROPOSALS FOR CONSIDERATION</u> <u>(Appendix A)</u> <u>09/01011/FUL – 9A Jeffcock Road, High Green, Sheffield S35 4HJ (Retrospective application)</u> No objections had been received to the above application, however the members were concerned that this was a retrospective application when the houses were already occupied. There had been a previous application in 2006 when the Parish Council supported several residents' objections to the proposed development, this was subsequently granted conditionally. Members requested that the Clerk write to the City Council to requesting confirmation that the development had complied fully with all the conditions set out in the original application.</p> <p><u>09/00487 – Westwood Country Park, Greaves Lane – previous application – Heard at Planning meeting 17 March 2009</u> Cllr Mr Norman Garratt attended the meeting to inform members that he had attended the site visit by the City Council Planning Department at which there was one Planning Officer, one City Councillor, two engineers and a representative from the owners of the Thorncliffe Estate.</p>	<p>Clerk to write to SCC Head of Planning regarding the retrospective application.</p>

<p>The Parish Council had previously written to the Planning Department requesting that we be informed when the site visit would be as members of the Parish Council would like to attend. They had duly informed us of the date of the site visit. However on this occasion Cllr Mr Norman Garratt had been informed by the City Councillor that he would be unable to give his opinion on the matter.</p>	
<p><u>MINUTE NO.5.</u> <u>LICENCE APPLICATIONS</u> There had been none received.</p>	
<p><u>MINUTE NO. 6.</u> <u>CORRESPONDENCE (Appendix B)</u> Items requiring a reply or response There were no items requiring a response.</p> <p>§ Cllr Mr Norman Garratt expressed concern about damage to the wall at St. John’s Church made by construction vehicles. He also expressed concern about consecrated ground being used as a car park. The Committee requested that the Clerk to the Council write to the Church of England Diocesan Board to ascertain ownership of the land and whether permission had been given to use consecrated ground as a car park.</p> <p>§ Cllr Mrs K Granger brought to the attention of the Committee the large trees in the St. John’s Church churchyard, which overhang the pavement and asked that a letter be sent to the City Council Bereavement Services Department to enquire whether these were to be cut down as a letter had already been sent to them in 2007 requesting the same.</p>	<p>Clerk to write to the Church of England Diocesan Board to ascertain whether permission has been granted.</p> <p>Clerk to write to the City Council Bereavement Services Department regarding cutting down of trees.</p>

PLANS LIST 14 MAY 2009						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
09/01011 08-May-09	FUL	A CHAPMAN Rec 21.4.09	9A JEFFCOCK ROAD, HIGH GREEN ERECTION OF 2 FLATS IN 1 BLOCK, EREC. OF EXTERNAL STAIRWAY TO 1ST FLOOR LEVEL & PROV OF 2 CAR PARKING SPACES WITHIN SITE (RETROSPECTIVE APPL)	N/CONSULTED	CLERK TO WRITE TO SCC REQ. CONFIRMATION THAT DEVELOPMENT COMPLIES WITH CONDITIONS	14-May-09
09/01195 08-May-09	FUL	C HARRISON Rec. 24.4.09	140 BURNCROSS ROAD, SHEFFIELD S35 1TG ERECTION OF DOUBLE GARAGE	N/CONSULTED	NO OBJECTION	14-May-09
09/01150 13-May-09	FUL	M YOUNG Rec 27.4.09	UNITS AT THORNCLIFFE PARK ESTATE, NEWTON CHAMBERS ROAD, CHAPELTOWN PARTIAL DEMOLITION OF INDUSTRIAL UNITS & CONSTR. OF NEW SERVICE YARD & TEMP. CAR PARK, REFURB. OF RETAINED BLDG INCL. CLADDING TO WALLS & ROOF, NEW LOADING BAY DOORS & ALTS TO ADJ ENTR/RECEP. AREA	N/CONSULTED	NO OBJECTION	14-May-09
09/01253 14-May-09	FUL	C HARRISON Rec 27.4.09	ST THOMAS MORE PRIMARY SCHOOL, GRENOSE SINGLE STOREY EXTENSION TO SCHOOL	N/CONSULTED	NO OBJECTION	14-May-09
09/01250 12-May-09	FUL	L HIRST Rec 27.4.09	15 SHERBURN GATE, CHAPELTOWN TWO STOREY FRONT EXTENSION	N/CONSULTED	NO OBJECTION	14-May-09
09/01171 15-May-09	FUL	S HALLAM Rec. 30.4.09	2A BOWER LANE, SHEFFIELD, S35 8NE EREK. OF DETACHED GARAGE TO SIDE OF DWELLING	N/CONSULTED	NO OBJECTION	14-May-09
09/01272 15-May-09	FUL	C HARRISON Rec. 30.4.09	11 BLACKBURN DRIVE, CHAPELTOWN, S35 2QP SINGLE STOREY FRONT & SINGLE STOREY REAR EXTNS	N/CONSULTED	NO OBJECTION	14-May-09

PLANNING CORRESPONDENCE – 14 MAY 2009							
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Plann	Ref/Fin	No.
23-Apr-09	Resident (82)	letter	Obj 09/01091/FUL at 80 Greengate Lane		14-May-09		1
27-Apr-09	Resident (9)	letter	Obj 5 Well Lane plann. Prop		14-May-09		2
28-Apr-09	Residents (15)	letter	Obj to 17 Whitley View		14-May-09		3
11-May-09	SCC - Development Services	e-mail	Deposit of fill material Westwood Country Park		14-May-09		4
24-Apr-09	SCC	e-mail	Roadworks report 698		14-May-09		5
01-May-09	SCC	e-mail	Roadworks report 699		14-May-09		6
08-May-09	SCC	e-mail	Roadworks Report 700		14-May-09		7
11-May-09	Resident on Cowley Lane	e-mail	09/0865/FUL Cowley Lane		14-May-09		8

**MINUTES OF THE ENVIRONMENTAL PLANNING & EMPLOYMENT
COMMITTEE MEETING HELD 19th MAY 2009**

Present: Chairman: Dr J C Bowden
Councillors: Mr B Curran, Mrs K Granger, Mrs D Fearnley,
Mr H House and Mr J Jones

Apologies were received from Cllrs Mrs J Wright and Cllr Mr C Taylor and the reasons for absence were approved by the Committee.

MINUTE	ACTION
<p><u>MINUTE NO.7.</u> <u>TO APPOINT A CHAIRMAN AND VICE CHAIRMAN OF THIS COMMITTEE</u> (Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr H House) That Cllr Dr J C Bowden be appointed Chairman of the Planning Committee for the coming year.</p> <p>(Proposed by Cllr Mrs K Granger Seconded by Cllr Mr H House) That Cllr Mr J Jones be appointed Vice Chairman of the Planning Committee for the coming year.</p>	
<p><u>MINUTE NO.8.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FROM MEMBERS</u> There were none received.</p>	
<p><u>MINUTE NO.9.</u> <u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS OF THE COMMITTEE ON ITEMS TO BE DISCUSSED AT THIS MEETING.</u> There were none received.</p>	
<p><u>MINUTE NO.10.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF THE PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.11.</u> <u>PLANNING PROPOSALS FOR CONSIDERATION</u> <u>(Appendix A)</u> Due to the short timescale since the last Planning Committee (14 May 2009) there had only been two additional planning proposals received. There had been no objections received to either of the applications and the Committee had no objections to them.</p>	

<p><u>MINUTE NO.12.</u> LICENCE APPLICATIONS There had been none received.</p>	
<p><u>MINUTE NO. 13.</u> <u>CORRESPONDENCE</u> Items requiring a reply or response Due to the short timescale since the last meeting there had been no further correspondence received by the Planning Committee</p>	

PLANNING LIST – 19 MAY 2009						
PLAN NO/ RESPOND BY	FUL/ OUT	PLANNING OFFICER	PLANNING PROPOSALS ADDRESS AND PROPOSAL DETAILS	COMMENTS	PARISH COUNCIL OBSV'S & DEC'S	COMM. DATE
09/01287 28-May-09	FUL	J ATHERTON Rec. 11.5.09	73 LIVINGSTONE ROAD, CHAPELTOWN S35 2UG ALTERATIONS TO ROOF TO FORM FULL PITCH ROOF	N/CONSULTED	NO OBJECTIONS	19-May-09
09/01374 01-Jun-09	FUL	F KHALIL KHAN Rec. 14.5.09	114 ECCLESFIELD ROAD, CHAPELTOWN, S35 1TE ERECTION OF DETACHED GARAGE TO SIDE OF DWELLINGHOUSE	N/CONSULTED	NO OBJECTIONS	19-May-09

MINUTES OF THE FINANCE & PREMISES COMMITTEE MEETING
HELD 21ST MAY 2009

Present: Chairman: Cllr Mr N Garratt
Councillors: Mr C Taylor, Mr H House, Mrs D Fearnley, Mr A Hooper
 Mr S Bower

Apologies for absence were received from Cllrs Ms V M Bowden and Mr D E Pepper and the reasons for absence were approved by the Committee.

MINUTE	ACTION
<p><u>MINUTE NO.1.</u> <u>TO APPOINT A CHAIRMAN AND VICE CHAIRMAN OF THIS COMMITTEE</u> (Proposed by Cllr Mrs D Fearnley Seconded by Cllr Mr H House) That Cllr Mr Norman Garratt be appointed Chairman of the Finance Committee. (Proposed by Cllr Mr C Taylor Seconded by Cllr Mr H House) That Cllr Ms V M Bowden be appointed Vice Chairman of the Finance Committee.</p>	
<p><u>MINUTE NO.2.</u> <u>TO RECEIVE ANY AMENDED DECLARATIONS OF INTEREST FORMS FROM MEMBERS</u> Cllr Mr C Taylor presented an amended Declaration of Interest for onward transmission to the Standards Officer.</p>	Form to be sent to the Standards Officer.
<p><u>MINUTE NO.3.</u> <u>TO RECEIVE ANY DECLARATIONS OF PERSONAL AND/OR PREJUDICIAL INTEREST FROM MEMBERS ON ITEMS TO BE DISCUSSED AT THIS MEETING</u> There were none.</p>	
<p><u>MINUTE NO.4.</u> <u>TO IDENTIFY ANY ITEMS FOR DISCUSSION WHICH MAY REQUIRE THE EXCLUSION OF PRESS AND PUBLIC</u> There were none identified.</p>	
<p><u>MINUTE NO.5.</u> <u>FINANCIAL REPORTS</u> To consider the Clerk's reports. The Clerk's reports were received.</p>	
<p><u>MINUTE NO.6.</u> <u>APPLICATIONS FOR FINANCIAL ASSISTANCE</u> <u>6.1. Whitley Hall Cricket Club</u> Members of the Cricket Club attended the meeting and gave</p>	

<p>extensive details of their need for financial assistance, particularly with regard to the facilities offered to the younger people in the community. Members noted the need to support the request for the funding of the new non-turf wicket which had already been acquired but on which loans were outstanding. Members noted the great value to the youth of the community when participating in cricket.</p> <p><u>RECOMMENDED UNANIMOUSLY:-</u> (Proposed by Cllr Mr S Bower Seconded by Cllr Mr C Taylor) That a grant of £1,000 be made in response to the request.</p> <p><u>6.2. Chapeltown Baths</u> Members of the Baths Board attended the meeting and gave details of the excellent work carried out at the baths, particularly by voluntary members of the Board. The financial accounts were noted by the Committee together with a cheque for the insurance cover and also a plan for spending on essential items for the following twelve months.</p> <p>The meeting noted that the changing room floors had now been renewed as mentioned in previous years.</p> <p><u>RECOMMENDED UNANIMOUSLY:-</u> (Proposed by Cllr Mr A Hooper Seconded by Cllr Mr H House) That a grant of £21,000 be made in response to the request.</p>	<p>Letter to be sent after Council meeting with grant cheque.</p> <p>Letter to be sent after Council meeting with grant cheque.</p>
<p><u>MINUTE NO.7.</u> <u>PROJECT PROPOSALS COMMUNITY DEVELOPMENT WORKER FOR HIGH GREEN</u></p> <p>It was noted the report previously circulated to all members of the Council and the detailed response from the writer of the report was noted by the Committee. Members noted the possible benefits to the Community together with the problems associated with the Parish Council being the lead authority for the project. Cllr Mr N Garratt reminded members that the High Green Community Worker specification was much different to the original Parish Council's Community Liaison Officer's, which had been agreed several months ago.</p> <p>It was agreed that further consideration of this item be deferred and placed on the June Council meeting agenda as a separate item.</p>	<p>Item to be placed on June Council agenda.</p>
<p><u>MINUTE NO.8.</u> <u>LOCAL GOVERNMENT PENSION SCHEME – DECISION TO BE MADE ON DISCRETIONARY ITEMS</u></p> <p>The Committee considered responses on the discretionary policies adopted by other authorities in the area. The</p>	

<p>following policies were agreed:-</p> <p><u>2.1. Early release of retirement benefits between the ages of 50 and 59</u> At the present time, on the grounds of cost applications for the early release of benefits below the age of 60 will not be accepted where a “strain” cost would arise unless the former employee is either the primary carer of a dependant relative or requires special care themselves.</p> <p><u>3.1. Augmentation of benefits for active members</u> This Parish Council will not exercise its discretion to augment an employee’s membership unless a specific advantage to the authority, in doing so is identified, but reserves the right to consider cases subject to actuarial costs and interests of equity.</p> <p><u>4.1. Awarding of additional pension</u> This Parish Council will not exercise its discretion to award an employee any additional pension, unless a specific advantage to the authority, in doing so, is identified but reserves the right to consider cases subject to actuarial costs and interests of equity.</p> <p><u>5.1 Shared cost AVC Scheme</u> In the current financial climate, a shared cost AVC arrangement will not be introduced.</p> <p><u>6.1. Late elections for widower’s cover</u> On the grounds of equality, this Council agrees to accept late elections from its female employees who, on 31 March 1998, were married to count their membership between 1 April 1972 and 5 April 1998 towards their widower’s pension. Administratively, elections will be deemed to have been received from eligible employees unless a specific notice to the contrary is received.</p> <p><u>7.1. Flexible Retirement</u> Approval of any application for either full or partial flexible retirement will only be considered on a cost neutral basis and for the avoidance of any doubt; the Parish Council will neither waive any actuarial reduction that would otherwise apply to the retirement benefits, nor accept cases that would result in pension fund “strain” costs being incurred.</p>	<p>Policy document to be produced to include items.</p>
<p><u>MINUTE NO.9.</u> <u>EXAMINATION OF FINANCIAL TRANSACTIONS</u> A selection of transactions was examined by the members.</p>	

<p><u>MINUTE NO.10.</u> <u>ANNUAL AUDIT</u></p> <p>The Clerk reported that the accounts would be presented to the June 2009 Council meeting for approval together with the Annual Return to the external auditors.</p>	<p>Clerk to present accounts at June Council meeting.</p>
<p><u>MINUTE NO 11.</u> <u>APPROVAL OF THE USE OF COMMUNITY ROOM BY BRUSH STROKES FOR SUMMER CLUB FOR CHILDREN MONDAY TO FRIDAY 3-7 AUGUST 2009</u></p> <p>Members noted that the group had not returned to the Parish Council Office with any details therefore the matter was not dealt with at the meeting.</p>	
<p><u>MINUTE NO. 12.</u> <u>CORRESPONDENCE (Appendix A)</u></p> <p>Items requiring a reply or response. Members noted the items presented by the Clerk.</p> <p><u>Letter from Grenoside Community Primary School</u> <u>RESOLVED UNANIMOUSLY:-</u> (Proposed by Cllr Mr A Hooper Seconded by Cllr Mr H House)</p> <p>That the Grenoside Exhibition Charity Advisory Group's advice be accepted and that the Parish Council at their next meeting sitting as the Trustees of the Grenoside Exhibition Account Charity be recommended to give a grant of £288.12 to the Grenoside School.</p> <p><u>ABC Funding guidance and response</u></p> <p>Members expressed dismay and disappointment at the very short timescale, which applied to any applications dealt with by the Parish Council. It was agreed that no response be made and that the Northern Community Assembly be requested to furnish Police Sergeant Williams with a list of local groups if this is legally possible.</p> <p><u>UCIT Merlin Networks – Quote for monitor in conference room</u></p> <p>Members noted the price of this item and it was agreed that consideration of this matter be deferred to a future date.</p> <p><u>Marquee for local groups</u></p> <p>Cllr Mr H House mentioned a verbal request which he had received from several groups for the provision of a marquee and gazebo which could be used by voluntary groups in the Parish from time to time.</p> <p><u>RESOLVED UNANIMOUSLY:-</u> (Proposed by Cllr Mr H House Seconded by Cllr Mr S Bower)</p> <p>That a budget of £822.00 be placed on the purchase of a tent and pop up gazebo and that the Council be</p>	<p>Response to be sent to Sergeant Williams re short timescale.</p> <p>Letter to be sent after June Council meeting.</p> <p>Decision to be made at June Council meeting.</p>

recommended to acquire these items. The Clerk requested members to note that the storage space in the Council office is very limited and Cllr Mr H House agreed to store the items if necessary.

Training - LCAS Seminar – Swindon 30.6.09

Cllr Mr D Pepper's request for payment for train journey on Village Halls Course. The Committee discussed this request in detail and it was agreed that Cllr Mr D Pepper be requested to bring details to the next Parish Council meeting to illustrate the benefit which the Parish Council would acquire from him attending this course.

Stone Trough – High Street Ecclesfield

An e-mail had been received from a Parishioner regarding the poor state of repair of a stone trough on High Street in Ecclesfield. Members suggested contacting "Ecclesfield Scrubbers" or "Ecclesfield in Bloom" organisers who may be interested in this.

Cllr Mr D Pepper be invited to attend June Council meeting.

E-mail to be forwarded to Cllr Ms V M Bowden with the request that the contact details be given to the Parishioner.

FINANCE CORRESPONDENCE – 21 MAY 2009						
DATE RECD	RECEIVED FROM	TYPE	SUBJECT	Ref/Coun	Ref/Finan	No.
05-May-09	South Yorkshire Pensions Authority	letter	Local Government Employer Policies		21-May-09	1
07-May-09	YLCA	e-mail	LGPS Regulations 2008		21-May-09	2
07-May-09	Scottish Widows Bank	letter	Rate change		21-May-09	3
08-May-09	Gary Chapman	e-mail	IHMG Employers Letter May 2009		21-May-09	4
08-May-09	Cllr	e-mail	Youth Shelter proposal Mortomley Park		21-May-09	5
11-May-09	YLCA	e-mail	Enquiry on Superannuation Policies		21-May-09	6
11-May-09	Grenoside Community Primary School	letter	Grenoside Exhibition Charity		21-May-09	7
11 May 09	Whitley Hall Cricket Club	e-mail	Application for Financial Assistance		21 May 09	8
14-May-09	Chapelton Baths	application	Application for Financial Assistance		21-May-09	9
15-May-09	Angram Bank TARA	application	Application for Financial Assistance		21-May-09	10
19-May-09	Dominic Williams	e-mail	ABC Funding guidance	04-Jun-09	21-May-09	11
20 May 09	Dominic Williams	e-mail	Further response ABC Funding guidance	4 June 09	21 May 09	12
21 May 09	UCIT Merlin Networks	e-mail	Quote for monitor in conference room	4 June 09	21 May 09	13